

# International Entrance Examination Guidelines for February 2018

Available Courses and Grade	<b>International Course</b>										
	<b>New HS grade 1</b>										
Prospective intake	<b>Limited places available</b>										
Conditions of Eligibility	<p>To be eligible, students must:-                      -be born between 2nd April, 2002 and 1st April, 2003                      -Hold at least (or equivalent to) the second grade of the Eiken English proficiency exam.</p> <p>Students who have been enrolled at international schools in Japan, hold foreign citizenship, or otherwise, please consult directly with the admissions department.                      *Students who are foreign nationals must have legal authorization to study in Japan before applying.                      ※Assisted funding support system available for gifted students.</p>										
Application Period	<b>9:00 Thursday, January 25th - 17:00 Friday, February 9th, 2018</b>										
How to Apply	<p><b>Internet Application</b>                      Online applications may be submitted 24 hours a day, during application periods.     •                      The online application form can be accessed and submitted via the Hiroo Gakuen website.     •                      Please be sure to print and bring your exam registration card on the day of the exam.</p>										
Application Documents	<p>•School reports from the last overseas school attended, as well as reports from the school presently being attended (at minimum, those from the most recent year). Submitted reports may be in either Japanese or English.                      •<b>International Student Education History</b> *Please access Hiroo Gakuen Website and download the document needed to be submitted.                      *Certificates issued by TOEFL or TOEIC showing Eiken 2nd grade equivalency (or higher).                      *Please note that it is a rule that submitted documents cannot be returned.                      Using a letter pack OR registered mail, the necessary application documents should be mailed to Hiroo Gakuen Admissions office by the deadline.</p>										
Application Deadline	<p>*Please contact us for deadlines and information regarding overseas mail.                      Thursday, January 25th - Friday, February 9th, 2018                      *Application documents must be received by the application deadline.</p>										
Mailing Address	<p><b>HIROOGAKUEN High School, Attention:International (AG) Entrance Exam</b>                      5-1-14 Minamiazabu, Minato-ku Tokyo 106-0047 (Please write the examinee's number on the envelope.)</p>										
Examination Fee	<p><b>¥25,000</b>     *Cash payments not accepted at school reception office.</p>										
Payment Period	<b>9:00 Saturday, January 6th - 17:00 Friday, February 9th, 2018</b>										
Payment Methods	<p>Payments may be made via credit card, convenience stores or Bank ATM 【Pay-easy】.                      *Please note that the examination fee is non-refundable under any circumstances.</p>										
Examination Dates	<b>Saturday, February 10th, 2018.</b>										
Examination Subjects	<p>Bring an admission ticket and writing utensils.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">English (Exam conducted in English)</th> <th style="text-align: center;">Mathematics (Exam conducted in English)</th> <th style="text-align: center;">Japanese (Exam conducted in Japanese)</th> <th style="text-align: center;">Interview (Both in English and Japanese)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">100points / 50minutes</td> <td style="text-align: center;">50points / 50minutes</td> <td style="text-align: center;">50points / 30minutes</td> <td style="text-align: center;">10minutes (Applicant Only) <small>*Students retaking the December entrance exam are exempt from the interview stage.</small></td> </tr> </tbody> </table>			English (Exam conducted in English)	Mathematics (Exam conducted in English)	Japanese (Exam conducted in Japanese)	Interview (Both in English and Japanese)	100points / 50minutes	50points / 50minutes	50points / 30minutes	10minutes (Applicant Only) <small>*Students retaking the December entrance exam are exempt from the interview stage.</small>
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Announcement of Results	<p><b>Saturday, February 10th 2018</b>  <b>【Posted on campus】17:00 - 18:00</b>  <b>【Posted on school homepage】 18:00 - 19:00</b>                      Results will be available via the Hiroo Gakuen website. ※Please note that exam results will not be available by phone.                      Enrollment documents for successful candidates will be available for collection at the school reception desk.</p>										
School Entrance Enrollment Procedure	<p><b>* Have you applied to other school?</b>                      ①<b>No:</b> Pay by 14:00 Friday, February 23rd, 2018.                      ②<b>Yes:</b> For students who are applying to other high schools and need to defer their enrollment decision and payment, please be sure to indicate this in the relevant space on the application form. Hiroo Gakuen enrollment decisions and payment can be deferred until 2:00PM of the day after the result announcements from the other exams. If the following day is a financial institution holiday, the due date will be deferred until 2:00PM of the next business day. Please note that this deferment period only applies to first round exam results (second round/waiting list entry does not apply).                      *Please pay the entrance fee at school reception office and use the specified school remittance form included in the documents needed for school entrance.                      *Please note that the entrance fee is not refundable under any circumstances.                      ※Any failure to remit the fees within the stated period will be treated as a cancellation of acceptance.</p>										
Required Documentation for Enrollment Entrance	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Entrance Fee</th> <th style="text-align: center;">School Fee per month</th> <th style="text-align: center;">Monthly Deposit</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">¥388,000</td> <td style="text-align: center;">¥71,350</td> <td style="text-align: center;">¥14,000 <small>*Monthly deposit applies to materials fees and expenses such as school trips.</small></td> </tr> </tbody> </table> <p>*Please be aware that there are additional School Equipment Fees in the second (¥74,000) and third years (¥56,000)                      *Aforementioned fees are effective as of 2018 and may be subject to change in following years.</p> <p>•<b>Certificate of foreign residence provided by employer</b>                      *Please access Hiroo Gakuen Website and download the document needed to be submitted.                      *Copy of the Passport</p>			Entrance Fee	School Fee per month	Monthly Deposit	¥388,000	¥71,350	¥14,000 <small>*Monthly deposit applies to materials fees and expenses such as school trips.</small>		
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School Orientation	<p><b>Planned for Saturday, March 10th, 2018.</b>                      Before school starts, orientation sessions will be held for each grade. Parents should accompany students on this date.</p>										

# Internet Application

## ◆ Internet application Information

Applications can be lodged 24 hours a day, 7 days a week (including weekends and public holidays)  
Applications can be made from home.

Payments can be made via the institutions below (credit card / convenience store payment / Pay Easy)



※Please be aware that separate processing fees may apply.

## ◆ How to Apply

### Access the Hiroo Gakuen

A link to the application site will become available on the school homepage shortly before the application period opens.

### Application Site

Applications can be lodged via PC, tablet or smartphone. The application access site for the December 2017 and February 2018 entrance exams will open from Saturday 4th November, 2017.

### ID (email address) Registration

Please register your email address. This will be the address used for all further communication (all communication post-exam and in case of emergency) so please ensure this is entered correctly.

### Application Information and Photo

Please enter applicant information and preferred date of exam. Please upload and register your identification photo to "My Page" on the application site.

### Application Fee Payment Method

Credit card	Convenience Store	Pay Easy payment
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Application payments can be made using credit card, convenience store or Pay Easy payments. Payments cannot be made at school. Please be advised separate processing fees may apply depending on the method of payment.

### Print Required Documents:

Once payment has been made, you will receive a payment confirmation email and you will be able to access and print your application form. Please print these documents on white A4 paper.

### Document submission

Please print and send your required documents before the deadline.

### Exam day

Please be sure to bring your printed application form with you to the exam.

※Please be sure to print all required documents beforehand (at home or convenience store) and bring them to school on the day of the exam (these will not be sent from the school).

For all enquiries regarding online application, please refer to the application access page available from Saturday 4th November, 2017.

## Confidentiality Agreement

Any personal information submitted for registration with Hiroo Gakuen shall only be used in meticulous accordance with the Personal Information Protection Law, as well as Hiroo Gakuen's Information Protection Policy and will not be used for anything other than the reasons stated below: ① Entrance Exam and Admissions; ② School affairs after enrolment.